

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MATERIEL COMMAND
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333-0001

AMC REGULATION
No. 15-3

12 July 1993

Boards, Commissions, and Committees

AMC EQUIPMENT MANUALS COUNCIL

Local supplementation of this regulation is prohibited unless prior approval is obtained from the proponent.

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1. Purpose. This regulation establishes and prescribes the objectives, responsibilities, and organization of the U.S. Army Materiel Command (AMC) Equipment Manuals Council, an advisory board to the Commander, AMC.

2. Scope. This regulation applies to Headquarters (HQ) AMC and AMC major subordinate commands (MSC), including subordinate installations and activities reporting directly to HQ AMC.

3. Objectives. The council objectives are--

a. To provide HQ AMC with supplemental professional guidance and advice in the management of the Department of the Army (DA) Equipment Publications Program.

b. To promote the informal and timely interchange of equipment publications knowledge.

c. To advance the state-of-the-art in all aspects of equipment publications program management, production, and delivery techniques.

d. To increase the professional competence of key equipment publications personnel.

*This regulation supersedes AMC-R 15-3, 9 February 1988 and C1, 8 August 1988.

4. Responsibilities. The council will--

a. Assist management in the attainment of the AMC/DA Equipment Publications Program objectives, such as, but not limited to--

(1) Promoting the continued timely dissemination of accurate maintenance information and data by the most economical and practical means available.

(2) Increasing effective management, per sound procurement practices, of contracted effort in the production of Army equipment publications.

(3) Effecting uniformity in technical procedures to the extent feasible, but not to exclude the realistic application of innovations in equipment publications design, preparation, printing, and delivery techniques.

(4) Defining legitimate user requirements through controlled sampling and research and through participation of U.S. Army Training and Doctrine Command (TRADOC) and U.S. Army Forces Command (FORSCOM) representatives.

b. Evaluate equipment publications preparation, printing, and distribution problems and proposals having significant Army-wide impact.

c. Formulate recommendations for the improvement of equipment publications policies, procedures, regulations, and techniques.

5. Organization and membership. a. Officers.

(1) Chairperson. The permanent chairperson will be the senior equipment publications representative of HQ AMC, Corporate Information Office (CIO).

(2) Co-chairperson. The co-chairperson will be a representative of AMC MSCs/Centers and the senior equipment publications representative of USAMC Logistics Support Activity (LOGSA) and will serve 1 year on rotation. The rotation sequence will be alphabetically by MSC/Center and LOGSA. The co-chairperson will be full voting member and will actively assist the chairperson in conducting the meetings, and will serve as chairperson in his/her absence.

(3) Executive secretary. The executive secretary will be a permanent representative of LOGSA.

(4) Administration. The host command will provide administrative support.

b. Membership.

(1) Council membership. Each AMC MSC/Center and LOGSA having equipment publications acquisition responsibilities will provide one representative from its HQ for council membership. These representatives will be the organization's technical publication chiefs directly responsible for preparation/ acquisition of DA equipment publications. Additionally, HQ AMC will provide one council member from its Deputy Chief of Staff for Logistics (AMCLG), Maintenance Engineering area. These representatives, the chairperson, and executive secretary will constitute voting membership.

(2) Alternate membership. Voting membership organizations may designate one alternate member to act in the absence of their regular member.

(3) Special membership. The council members may invite such additional specialists to participate in a regular meeting as is necessary to accomplish the agenda items of that particular meeting.

c. Observers. The council may invite representatives from HQDA, other services, other commands, and industry (e.g., Air Force, TRADOC, Aerospace Industries Association) to participate at regular meetings and workshops on a nonvoting basis.

6. Administration. a. The council will establish its own operating procedures.

b. The council will hold quarterly meetings/workshops and will convene at the call of the chairperson or any two voting members.

c. Official minutes of the meetings and workshops will be considered the normal means of reporting to participants.

d. Each member will be responsible for communicating council actions and concerns within their activity.

e. When applicable, the council will prepare appropriate memorandum(s) to HQ AMC staff sections providing specific recommendations for actions by AMC or DA. Responsible point of contact for council actions in HQ AMC is AMCIO-T-S.

The proponent of this regulation is the United States Army Materiel Command. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, HQ AMC, ATTN: AMCIO-T-S, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

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